



September 27, 2000

DSSD CENSUS 2000 PROCEDURES AND OPERATIONS MEMORANDUM SERIES # E-3

MEMORANDUM FOR Susan Miskura
Chief, Decennial Management Division

From: Howard Hogan *Howard Hogan*
Chief, Decennial Statistical Studies Division

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Decennial Statistical Studies Division

Subject: Request for Census 2000 Operational Statistics

I. Introduction

The Committee on National Statistics' Expert Review Panel for the Census 2000 has requested enumerator data for the Update/Leave (U/L), Nonresponse Followup (NRFU), and Coverage Improvement Followup (CIFU) operations. To meet this request, the Decennial Statistical Studies Division requests SAS data sets containing the information by Local Census Office (LCO) from the PAMS/ADAMS and/or OCS2000 databases. Section II provides definitions for the variables requested and Section III provides the data request.

Please provide the requested SAS data sets as available but no later than September 29, 2000. Any questions regarding this request should be directed to Raj Singh (457-4199) or Philip Gbur (457-4206).

II. Definitions

Start: Start of an operation in the field as defined by when enumerator charges for production first appear for a given LCO.

Finish: End of an operation in the field as defined by when questionnaires were last checked in to the LCO.

Pay Date: The last day (Saturday) of the given pay week.

Trained: Number of enumerators trained within a given pay week.

Working: Number of enumerators currently working in a given pay week as measured by Form D308 (time and attendance form) data.

Resigned: Total number of enumerators that voluntarily withdrew from their position during a given pay week.

Terminated: Total number of enumerators that were terminated from their position during a given pay week.

Percent Net Loss (Cumulative Turnover): Number of enumerators resigned and/or terminated in a training group divided by the number trained in the training group multiplied by 100.

III. Data Request

Please provide the Data Set 1 and 2 for the U/L, NRFU, and CIFU operations. Suggested layouts are provided in the Attachment.

- Data Set 1 (one data set per operation): Start and Finish dates by LCO; one record per LCO
- Data Set 2 (one data set per operation): Trained, Working, Resigned, Terminated, and Percent Net Loss by LCO by pay week; one record per LCO/Pay Date combination


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DSSD Census 2000 Procedures and Operations Memorandum Series Distribution List

C. Miller DMD

G. Hyland

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P. Gbur 

Suggested Layouts

Data Set 1

LCO name
LCO code
Start
Finish

Data Set 2

LCO code
Pay Date
Trained
Working
Resigned
Terminated
Percent Net Loss